

**THE CITY OF EUREKA  
EUREKA POLICE DEPARTMENT**

**DEPARTMENT GENERAL ORDER 2017-01**

DATE: March 02, 2017

TO: EPD Sworn Personnel and Dispatch

FROM: Brian Stephens, Captain

SUBJECT: Request for Assistance

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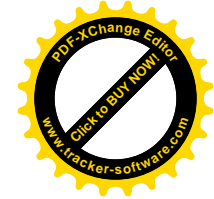
In an effort to streamline officer's request for assistance along with brevity and delay on the radio when making the request, the following changes are being made and implemented.

There will no longer be a; "Request another unit Code 1 or Code 2." There has been confusion over the years surrounding these request and how the officers respond. So effective immediately the following protocol will be implemented.

If you need a second unit at a call for service or self-initiated activity due to a safety concern you will make the following request via radio, "Request an additional unit." This means there is a safety issue related to the call for service you are on and you need a second unit to provide the necessary cover. The responding officer or dispatched officer will respond immediately to the location, without delay and provide assistance. "Immediately" means you will stop what you're doing and respond directly to the officer requesting assistance while doing so in a safe manner. This type of request will include situations where a second officer is needed to perform some sort of a search.

In emergency situations, where you need immediate assistance, you will make one of the following request via radio; "Request another unit Code 3", or if a unit is already enroute you will request that unit to "Expedite."

All other request for assistance will be broadcast utilizing "Clear Text." Examples would be if an officer needs a camera, a PAS device, paperwork or other non-safety related assistance.



**THE CITY OF EUREKA  
EUREKA POLICE DEPARTMENT**

**DEPARTMENT GENERAL ORDER 2017-02**

DATE: March 02, 2017

TO: All EPD Personnel

FROM: Brian Stephens, Captain

SUBJECT: Ride-Along Applications

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Police ride-alongs have been around for years and are a vital tool to introduce civilians to our agency and to promote transparency. They also help promote our agency within our community and bring a firsthand look at the tiring, dangerous, and great work we do, day in and day out, to protect our city. They are also a great recruiting tool that we can use to draw the attention of interested persons seeking a career in Law Enforcement.

So in order to effectively manage these requests and to streamline the approval and scheduling process, all ride-along applications will be submitted directly to the Patrol Division Captain or his/her designee. Once received by the Captain/designee they will be evaluated, screened and scheduled with a patrol watch within the patrol division. This includes any request for ride-alongs that are received by officers, records personnel, and any other employee within the department. All ride-along applicants will be contacted within 4 business days of the date the application is received by the Captain/designee to advise them of the status of their request.

If feasible, the ride-along form should be completed and submitted at the time of the request. If this is not possible, all relevant information should be emailed to the Patrol Captain/designee for review, along with a contact number/valid email address for the individual requesting the ride-along.

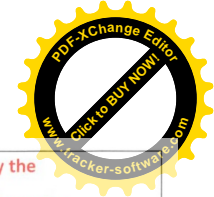
This order will not affect ride-alongs arranged by officers. This order will also not affect necessary ride-alongs by Dispatch personnel as a part of their training program or ongoing training/familiarization requirements. These requests can be handled between a Dispatch Supervisor and the affected Watch Commander. Notification of these scheduled ride-alongs will be made to the Patrol Captain to ensure no conflicts in scheduling.

Ride-alongs with the Problem Oriented Policing Unit or the Criminal Investigative Section must be approved by the Captain who oversees Investigations.



This General Order will supersede the current policy in regards to the acceptance, approval and scheduling of ride-alongs. The policy will be updated to reflect the current changes. The rest of the Ride-Along policy, EPD Policy 410, remains in effect.





Portions of this policy are deemed by the  
Eureka Police Department to contain information  
regarding security procedures or records of intelligence  
and are exempt from release under the California Public  
Records Act pursuant to Sections 6254(f) and/or 6255 of the  
California Government Code.

**THE CITY OF EUREKA  
EUREKA POLICE DEPARTMENT**

**DEPARTMENT GENERAL ORDER 2017-03**

DATE: March 06, 2017

TO: EPD Sworn Personnel, Dispatch and Records

FROM: Stephen Watson, Captain

SUBJECT: Request for Non-Release of Repeat Theft Offenders

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In an effort to lessen the adverse impact of recurrent theft suspects within the City of Eureka, the Eureka Police Department is implementing the following procedures which are effective immediately and shall be adhered to.

When responding to a theft-related call for service, such as a shoplifter-in-custody, the investigating officer will determine whether or not the suspect has prior arrests and/or convictions for any theft-related offense. When probable cause exists to arrest an adult suspect with priors for a theft crime, including misdemeanors such as PC 488 or PC459.5, the officer shall make a custodial arrest under the following conditions:

- The suspect has had a previous conviction for a theft crime within the past 5 years, or
- The suspect has been arrested for a theft crime within the past two years, or
- Other articulable reasons exists to believe the person arrested would be reasonably likely to continue or resume the offense(s), or the safety of persons or property would be imminently endangered by their release.
- The victim desires prosecution and is willing to make a private person's arrest if applicable.  
*Note: if a misdemeanor theft-related offense was not committed in the officer's presence, a private person's arrest is required for a warrantless arrest, to be made (including a citation in lieu of arrest). Reference EPD Policy 363, PC 837 and 847 for more information.*
- The arrest is lawful and supported by probable cause.

Upon making a physical arrest for a theft crime under the circumstances described in this General Order, the arresting officer shall complete a "Humboldt County Sheriff's Office Request for Non-Release" form (HCSO 0624.1) pursuant to the provisions of Penal Code Section 853.6(i). In the event Humboldt County Correctional Facility staff advises their facility's inmate population is presently running overcapacity at the time of booking, and the suspect may be released nonetheless, a Request for Non-Release will still be completed. [REDACTED]



Exceptions to the stipulations of this Special Order may only be made with approval from the Watch Commander based on exigency or other needs of the Department (such as in-progress or pending priority calls for service, adverse staffing levels etc.).

Before going off-duty at the end of their watch, the arresting officer shall place a copy of the Request for Non-Release form in Captain Watson's mailbox for tracking and accountability purposes.

The intent of this Special Order is to increase public safety and reduce crime and related calls for service while presenting some respite to Eureka's merchants who are continually being victimized by unrepentant and increasingly belligerent repeat theft offenders. The goal is to keep these criminals in-custody until arraignment when possible and dissuade like-minded lawbreakers from continuing to commit these crimes in Eureka.

| HUMBOLDT COUNTY SHERIFF'S OFFICE<br>REQUEST FOR NON - RELEASE   |                         |
|---|-------------------------|
| FULL NAME OF ARRESTED PERSON  |                         |
| CASE NUMBER   |                         |
| CHARGE  | DATE AND TIME OF ARREST |
| ARRESTING OFFICER   | PIN#                    |
| TO BE COMPLETED UPON A PHYSICAL ARREST, PURSUANT TO PENAL CODE SECTION 853.6(i).  |                         |
| <div><input type="checkbox"/> 1. The person arrested was so intoxicated that he or she could have been a danger to himself or herself or others.</div> <div><input type="checkbox"/> 2. The person arrested required medical examination or medical care, or was otherwise unable to care for his or her own safety.</div> <div><input type="checkbox"/> 3. The person arrested was charged with one or more of the offenses listed in Section 40302 or 40303 of the Vehicle Code.</div> <div><input type="checkbox"/> 4. The person arrested had one or more outstanding arrest warrants issued.</div> <div><input type="checkbox"/> 5. The person arrested could not provide satisfactory evidence of personal identification.</div> <div><input type="checkbox"/> 6. The person arrested, if released immediately, would jeopardize the prosecution of the offense or offenses for which the person was arrested, or the prosecution of any other offenses.</div> <div><input type="checkbox"/> 7. The person arrested would be reasonably likely to continue the offense or offenses, or the safety of persons or property would be imminently endangered by the release of the person arrested.</div> <div><input type="checkbox"/> 8. The person arrested demanded to be taken before a magistrate or refused to sign the Notice to Appear.</div> <div><input type="checkbox"/> 9. There is reason to believe that the person arrested would not appear at the time and place specified in the Notice. The basis for this determination shall be specifically stated below.</div> |                         |
| <div>*Also, (10) The person was subject to Section 1270.1.</div>  |                         |
| HCCF USE ONLY   |                         |
| SUPERVISOR REVIEW:      APPROVED <input type="checkbox"/> DENIED <input type="checkbox"/>   |                         |
| REASON FOR DENIAL:  |                         |
| Signature _____ Date _____  |                         |
| DISTRIBUTION:      WHITE - COURT      YELLOW - FILE      PINK - ARRESTING OFFICER   |                         |



## CITY OF EUREKA

### GENERAL ORDER

2017-0004

Andrew Mills, Chief of Police

March 16, 2017

Taking time off is necessary and important to the health of all employees. Balancing personal time with ensuring police operations is significant and taken seriously. Police personnel that request time off are entitled to take time based on the following provisions and policies, and in agreement with the EPOA Memorandum of Understanding. Time off requested must not unduly disrupt police operations or negatively affect the good and orderly provision of police services at a satisfactory level of quality and quantity.

To ensure there are no disruptions of police service and public safety, and to support officer safety, the minimum staffing level per watch is one supervisor (watch commander) and three sworn police officers per shift for those team on the 4/10. For those on the 3/12.5 the staffing is one watch commander and four officers. It is essential to keep staffing consistent to enhance officer and community safety. The standards remain in place during shift overlap, as one team may have an operation or training planned during overlap hours.

There shall be two dispatchers on duty at any given time, one being a senior dispatcher. The Manager of over Dispatch can waive the senior requirement. Investigative unit staffing levels will be maintained to ensure call out capability and support for patrol during serious crime and critical incidents.

In order to find replacement for officers and dispatchers requesting time off, personnel seeking CTO must do so 72 hours in advance of the desired time in writing to the watch commander of the shift that will be missed. If an employee requests CTO 72 hours in advance. The sergeant or watch commander must find a replacement. The request may be denied if it is submitted with less than 72 hours' notice prior to the requested time off.

Sergeants may not deny a request due to inconvenience, but rather deny the request due to insufficient time to replace personnel to maintain public safety staffing. Officers must have the appropriate number hours currently in their leave bank prior to requesting time off. If a time off request is denied the supervisor, the supervisor and subordinate should review what options are



available. The employee may find a suitable replacement by trading days off with the approval of the supervisor.

The priority in which request for time off are accepted for the purposes of staffing are as follows:

1. Annual vacation time, up to two weeks per annum and taken consecutively.
2. Compensatory Time Off.
3. Vacation time of less than a week in length and other than annual vacation.

This policy does not alter the currently policy or MOU with the EPOA on sick, bereavement leave or family sick leave.

This policy affects all sworn personnel regardless of assignment and dispatchers. The EPD policy manual will be updated to reflect this order.

Please read in briefing

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## CITY OF EUREKA

### GENERAL ORDER

2017-0005

Andrew Mills, Chief of Police

June 16, 2017

The purpose of this order is to establish Department policy for awarding medals, certificates and letters of commendation to members of the Department who distinguish themselves by heroic action or meritorious service. Provision is also made for the awarding of certificates or letters of appreciation to private citizens who perform an outstanding service to the Department or to the public.

Department members are encouraged to report all noteworthy acts by citizens who have distinguished themselves by aiding the Department in crime prevention activities, reporting crimes and apprehending persons who commit crimes or by aiding a fellow citizen.

### **Medals of High Honor**

#### **Medal of Valor**

##### **Criteria for Committee Consideration**

The Medal of Valor may be awarded when a member of the Eureka Police Department acts above and beyond the call of duty, distinguishes themselves heroically, and displays extraordinary courage in an extremely hazardous situation where the officer knows his life may be in danger.

- The situation was extremely hazardous.
- A strong possibility existed that the peace officer could have suffered serious injury or death.
- The act was not foolhardy.
- The officer did not use poor judgment or procedures that created the need for him/her to act valorously. If poor judgment was used, the valorous act does not in and of itself merit the Medal of Valor.





## **Bravery Award**

### **Criteria for Committee Consideration**

The Bravery Award may be awarded for the display of a high degree of initiative, professionalism and courage in an extraordinarily dangerous situation.

- The peace officer distinguishes himself/herself by the display of bravery or heroism above and beyond the normal demands of duty, but to a lesser degree than required for the Medal of Honor.

## **Purple Heart**

### **Criteria for Committee Consideration**

The Purple Heart may be awarded to an individual who is injured or killed while serving in the Line of Duty. The injury sustained must have been as a result of a life-threatening situation or permanent injuries received as a result of the action, and not have been caused by carelessness on the part of the individual. The following criteria must be met; The injury was sustained while serving in the Line of Duty; The injury constituted serious physical injury; Injury was inflicted by means of a dangerous or deadly weapon; Injury was inflicted as a result of an attack by an assailant; Injury was sustained while performing an act of valor; The act was not foolhardy; The person did not use poor judgement, thus resulting in the injury. In addition, this award may be conferred if an injury was averted by the wearing of body armor. In the event of a Line of Duty death, the Purple Heart will be awarded posthumously.

"Serious bodily injury" means a serious impairment of physical condition, including, *but not limited to*:

- Loss of consciousness;
- Concussion;
- Bone fracture;
- Protracted loss or impairment of function of any bodily member or organ;
- A wound requiring extensive suturing;
- Serious disfigurement

Scratches, abrasions, neck or back strains, minor lacerations, etc. do not provide a basis for this award.



## **Achievement Ribbons**

### **Meritorious Award**

#### **Criteria for Committee Consideration**

The Meritorious Award is given for the display of a high degree of initiative, professionalism, proficiency and ability in an extremely critical situation.

### **Life Saving Award**

#### **Criteria for Committee Consideration**

The Life Saving Award is given for the direct saving of a human life by applied knowledge of life saving or rescue techniques in a situation which does not threaten the life of the employee.

### **Excellence Award**

#### **Criteria for Committee Consideration**

The Excellence Award is given for any action that brings credit to the individual, the Department and or/fellow employees through outstanding job performance.

### **Unit Commendation Award**

#### **Criteria for Committee Consideration**

The Unit Commendation Award/Ribbon is awarded to two or more members who perform an act or a series of acts over a period of time which demonstrate a high degree of teamwork and professionalism and which result in the attainment of departmental goals, or who brings credit to themselves, or the department through outstanding job performance. This award may be presented alone or in addition to any other award. If it results from a particular incident, only those personnel actually working at the time are eligible; if it results from a series of acts over a period of time, all personnel assigned to the unit are eligible.



## **Community, Certification, and Time Based Ribbons**

### **Conduct Awards**

#### **Attendance**

5 years or more without using sick leave (excluding family sick)

#### **Safe Driving**

5 years or more with no at-fault accidents – Star added for each additional five years with a maximum of three stars.

#### **Community Service**

Donation of your time to better the community – 50 hours/calendar year or participate in 5 community or charitable events. A qualifying activity or event is something that positively reflects on the department or contributes to the well-being of the community including but not limited to: Coaching, mentoring, CASA, Explorers, Boy Scouts/Girl Scouts, Shop with a Cop, Eureka Block Party, parades and fundraisers.

#### **Military Service**

Honorable service and discharge from any branch of the military

#### **FBI National Academy Graduate**

Successful completion of the FBI National Academy Leadership Course

#### **Education**

Bachelor's Degree or higher.

#### **POST Supervisory Certificate**

This ribbon will be awarded to an employee, Police Officer, Dispatcher, Records Supervisor who meets the California P.O.S.T. standards/requirements for this certificate.

#### **POST Certificate**

Any certificate beyond basic. Will be awarded to an employee who is awarded their Intermediate Certificate. When an employee has received their Advanced Certificate they will be awarded an "A" attachment for their Advanced Certificate, which will be worn upon their Post Certificate Ribbon.



### **Assignment Based Ribbons**

These ribbons are presented to those who have completed at least 80% of their tour of duty in the position and /or were released or resigned from the position in good standing. If the position is ongoing, at least one year of service is required. Ie, Evidence Technician.

- Field Training Officer/Communications Training Officer
- Traffic/Motor
- Investigations (CID/POP/DTF)
- SWAT
- Tactical Dispatcher
- K-9
- SRO
- Evidence Technician
- Crisis Negotiator
- Instructor
- EMT
- Reserve Officer

### **Other Formal Recognition**

There are two additional forms of Formal Commendation/Recognition that are covered by this order/policy. The Chief's Commendation and the Commanding Officer Citation are paper recognitions which classify as formal recognition. There are no medals or ribbons associated with these forms of recognition and the Awards Committee is not involved in the issuance of these forms of recognition.

### **Awards Recognition Committee**

1. The Awards Recognition Committee will consist of members from each link in the chain of command. The committee will consist of:
  - A. Three patrol officers or front line investigators
  - B. One Professional Staff
  - C. One Sergeant
  - D. One Captain
2. The members will be appointed by the Chief of Police or his designee on a yearly basis beginning January 1<sup>st</sup> and will serve at his pleasure. There is no limit on the amount of time a member of the committee may serve, however they must re-apply at the beginning of each calendar year.



3. The committee chairman will be selected by the Chief of Police from one of the committee members and will remain in that position for a period of one year.
4. All committee members will have an equal vote regardless of rank or position within the department.
5. The committee will keep meeting minutes and will meet as necessary to review requests for awards.
6. In order for the Recognition Committee to make a recommendation to the Chief of Police, they must have agreement of at least 5 out of 6 committee members. If one of the committee members is under review for an award or ribbon, that member will excuse themselves from voting and the agreement then would be 4 out of 6 committee members to recommend an award or ribbon.
7. All recommendations, supporting documents, and copies of award documents will be kept on file with the Chief's office.

### **Recommendation Review Process**

Recommendation Memorandums may be submitted by any employee to their immediate supervisor. The supervisor will forward the memorandum to the applicable Division Commander or Support Services Manager who will present it to the Awards Committee Chairman for review by the Committee.

The Committee will review/investigate the recommendation and determine which award, if any, applies to the incident.

Upon completion of their review, the Committee will make a written recommendation to the Chief of Police.

### **Placement of Medals and Ribbons**

Placement of ribbons, medals and other devices for Sworn and Professional Staff will be covered in the uniform policy.



### **Attachments**

Silver Star attachments are to be worn with the Medal of Valor, Bravery Award, Purple Heart, Meritorious Award, Life Saving Award, Excellence Award and Unit Citation. Silver Star attachments will be issued for 2<sup>nd</sup> thru 5<sup>th</sup> awards of medals. Silver Star attachments will be worn centered on the ribbon.

Gold Stars attachments are to be worn with the Medal of Valor, Bravery Award, Purple Heart, Meritorious Award, Life Saving Award, Excellence Award and Unit Citation. Gold Star attachments will be issued for 6<sup>th</sup> thru 9<sup>th</sup> awards of medals. Gold Star attachments will be worn centered on the ribbon.

Gold Frame attachments are to be worn with the CIS/POP ribbon and FTO/CTO ribbon. Gold Frames will be issued to Sergeants/Supervisors assigned to command positions with CIS/POP, Sergeants assigned as FTO SAC and to Senior Dispatchers.

Silver S attachments are to be worn with the CIS/POP ribbon. The Silver S attachment will be issued to Senior Detectives assigned to CIS or POP. The Silver S attachment will be worn centered on the ribbon.

Gold "A" attachments are to be worn with the POST Certificate Ribbon. The Gold "A" attachment will be issued to employees who have been awarded their Advanced POST Certificate. The Gold "A" attachments will be worn centered on the ribbon.



## **Awards and Ribbon Order of Precedence**

### **Medals of High Honor**

1. Medal of Valor
2. Medal of Bravery
3. Purple Heart

### **Achievement Ribbons**

4. Meritorious Award
5. Life Saving Award
6. Excellence Award
7. Unit Citation

### **Service Ribbons**

### **Conduct Awards**

8. Attendance
9. Safe Driving
10. Community Service
11. Military

### **Training/Education**

12. FBI National Academy
13. POST Certificates w/ A
14. Supervisory
15. Education

### **Specialty Assignments**

1. FTO/CTO
2. Traffic/Motor
3. CID
4. SWAT
5. Tactical Dispatcher
6. K-9
7. SRO
8. Evidence Tech
9. Crisis Negotiator
10. Instructor
11. EMT
12. Reserve Officer

## Medals of High Honor



Medal of Valor



Bravery Award



Purple Heart

## Achievement Ribbons



Meritorious Award



Life Saving Award



Excellence Award



Unit Citation

## Service Ribbons

### Conduct Awards



Attendance



Safe Driving



Community Service



Military

## Training/Certificates/Education



FBI National Academy



POST Certificates



Supervisory



Education



### Specialty Assignments



FTO/CTO



Motor/Traffic



CIS/POP



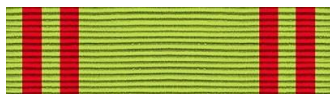
SWAT



Tactical Dispatcher



K-9



Evidence Technician



Crisis Negotiator



Instructor



EMT



Reserve Officer



### **Attachments**

#### **Silver Star Attachments**



2<sup>nd</sup> Award



3<sup>rd</sup> Award



4<sup>th</sup> Award



5<sup>th</sup> Award

#### **Gold Star Attachments**



6<sup>th</sup> Award



7<sup>th</sup> Award



8<sup>th</sup> Award



9<sup>th</sup> Award

#### **Gold Frame Attachment**



Supervisor CIS/POP, FTO SAC and Senior Dispatchers

#### **Silver S Attachment**

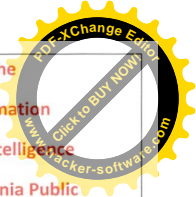


Senior Detective

#### **Gold A Attachment**



Advanced POST Certificate



Portions of this policy are deemed by the Eureka Police Department to contain information regarding security procedures or records of intelligence and are exempt from release under the California Public Records Act pursuant to Sections 6254(f) and/or 6255 of the California Government Code.



## CITY OF EUREKA

### GENERAL ORDER

2017-0006

Andrew Mills, Chief of Police

June 16, 2017

The purpose of this general order is to set guidelines and protocols for search warrants that are generated from patrol officers either through proactive narcotic investigations or resulting from reactive criminal investigations.

Investigations that result in the collection of enough evidence or information to support probable cause to present to a magistrate for the purpose of obtaining a search warrant are important to effect policing. These investigations are often risky, complicated and logistically complex from patrol. Additionally, there may be other officers, detectives, or outside agencies already investigating the same subject(s) or location(s) so de-confliction is vital to officer safety.

Once the warrant has been obtained and service is planned, oversight and coordination is needed. These operational issues demand implementation of the following protocol. The protocols are to ensure your safety and compliance with the law, policy and constitutional guarantees. EPD encourages proactive policing.

- Your immediate supervisor should be briefed prior to this process starting and kept up to date on the progress as they will need to find the manpower and resources to assist you with execution and any follow-up on these investigations.
- All narcotic related investigations must be coordinated through the Problem Oriented Policing (POP) Detective Sergeant. An acting sergeant is not acceptable in that person's absence. Advice for obtaining a warrant can be obtained through the Humboldt County Drug Task Force detective or any of the POP detectives.
- All reactive criminal investigations that may require a search warrant must be coordinated through the Criminal Investigative Section (CIS) Detective Sergeant. An acting sergeant is not an acceptable replacement. Advice for obtaining a warrant can be obtained through a CIS detective.
- All search warrants and/or probation searches shall be supervised by a permanent sergeant and shall be recorded and preserved on body worn cameras for posterity.



Page

General Order: Search Warrants – Patrol Level

- [REDACTED]

It is important to remind all personnel Criminal Informants are necessary, yet difficult to manage. All informants must be vetted by CIS and POP before collecting information from them. A full Criminal Informant background package must be filled out for each informant. Informant handling is covered in the Policy Manual and other General Orders.



## CITY OF EUREKA

### GENERAL ORDER

2017-0007

Brian Stephens, Captain

November 16, 2017

The purpose of this General Order is to set guidelines and protocols for a CODE 30.

A Code 30 is a County Wide Emergency Assistance/Back request that can be initiated by any agency. The following defines how the Eureka Police Department will initiate and/or respond to a Code 30.

#### **Initiating a Code 30:**

- Any officer can initiate a Code 30, it doesn't need to be initiated by the Watch Commander.
- Reasons for initiating a Code 30 can vary but as standard practice should be initiated due to a critical incident that is not under control and there is an immediate need for significant mutual aid assistance to protect life or secure an active, complicated crime scene.
- The Captain overseeing Patrol should be notified as soon as practical that a Code 30 has been initiated.

#### **Incident Commander Responsibilities:**

- Once the Code 30 has been initiated the Incident Commander needs to prepare for the arrival of Officers/Deputies responding Code 3. Incident Commanders need to identify a Command Post or a point of contact for the arriving officers. This should be immediately identified and broadcasted to Dispatch so they can advise responding agencies.
- Dispatch shall immediately notify all agencies of the Code 30 request and provide the following information: Command Post location, Incident Commander, operating frequency, and any officer safety information. If the Incident Commander hasn't requested medical to stage or respond, Dispatch should make that notification.
- As assistance arrives, the Incident Commander should work to stabilize the scene and ensure officer and community safety is a priority. A recall of our personnel should be conducted, if necessary, and the scene evaluated so we can release the allied agencies as soon as practical so they can return to their jurisdictions.
- If additional assistance is needed or assistance is needed over an extended period of time the Incident Commander should work with allied agencies to identify personnel that can remain on scene without hindering the agency's ability to police their jurisdictions.



- When the need for assistance has been met and the need for a Code 30 response no longer exists, the Incident Commander should direct Dispatch to cancel the Code 30 request as soon as possible.

**When we receive a Code 30 request from an allied agency:**

- In most cases Dispatch will either hear the Code 30 request over an allied agency radio frequency or receive the request via phone. The Watch Commander should be notified immediately and advised of the situation.
- The Watch Commander will evaluate our current calls for service and staffing level and will send as many resources to assist while retaining some resources to police the city.
- The Watch Commander should evaluate the need to backfill their watch if the event has the potential to be extended or the distance from the city is substantial.
- The Watch Commander should notify the Captain overseeing Patrol of the Code 30 request as soon as practical.
- Officers that are dispatched to assist should respond Code 3, without delay, to the location or to the designated Command Post.
- Officers should assist the allied agency as needed. Officers need to remember that even though they are working outside EPD's jurisdiction, they still need to work within our policies and procedures.
- Once released from the scene/assist, Officers shall notify Dispatch that they are clear and back in route the city. When at all possible this should be done via radio.

**Dispatch Responsibility**

- Upon receiving a Code 30 request, dispatch shall immediately create an ASSIST call for service, notify the Watch Commander and obtain the following information: Location for officers to respond (Incident Command Post if identified), operating frequency, and any officer safety information.



Portions of this policy are deemed by the Eureka Police Department to contain information regarding security procedures or records of intelligence and are exempt from release under the California Public Records Act pursuant to Sections 6254(f) and/or 6255 of the California Government Code.



CITY OF EUREKA  
GENERAL ORDER  
2017-0008  
Brian Stephens, Captain  
November 16, 2017

The purpose of this General Order is to set guidelines and protocols for the use of radio channels as secured means of communication. It should be recognized that at this time the Eureka Police Department doesn't have access to a truly secured, encrypted channel that would allow for private communications. [REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

We are exploring options as we move forward with our radio system upgrades to incorporate a secured means of communication. We understand the importance of such capabilities and will continue to seek effective solutions to reach this objective.



**CITY OF EUREKA  
GENERAL ORDER**

2017-0009

Stephen M. Watson, Chief of Police

November 14, 2017

**Change to Eureka Police Department Policy 300.4.1 SHOOTING AT OR FROM  
MOVING VEHICLES**

Effective immediately, the following shall be the Eureka Police Department's Use of Force policy regarding Shooting at or from Moving Vehicles:

Shooting at or from a moving vehicle is generally prohibited. Officers should only shoot at or from a moving vehicle when the officer reasonably believes it to be the only option available under truly exigent circumstances warranting the immediate defense of life. For example, an officer might discharge a firearm at a moving vehicle or its occupants to stop a vehicle-based terror incident such as a 'vehicle-ramming attack.'

An officer should only discharge a firearm at a moving vehicle or its occupants *when the officer reasonably believes there are no other reasonable means available to avert the threat of the vehicle*, or if deadly force other than the vehicle is directed at the officer or others. Officers should not shoot at any part of a vehicle in an attempt to disable the vehicle.

Officers shall exercise good judgment and should not intentionally move into or remain in the path of a moving vehicle. When possible, officers should move out of the path of an approaching vehicle instead of discharging a firearm at the vehicle or any of its occupants.

If an officer shoots at or from a moving vehicle, the officer's actions and justification will be subject to strict review.

It is understood that this policy, like all written policies, may not cover every situation or unforeseen variable. Officers are expected to exercise sound judgment and make objectively reasonable decisions while abiding by the intent of this policy. The safety of the public and officers are primary concerns in the consideration of shooting at or from moving vehicles.